



Template for Sample Parent Information Letter or E-Mail

Adapted from examples shown at www.scouting.org/CubScouts/Resources (which leads to www.scouting.org/filestore/doc/SampleParentInfoLetters.doc):

_____, 20__

Dear Bear Den Cub Scout Parents:

Today we completed the following achievements or electives from your son's Bear Handbook: _____ *<copy applicable summary from the meeting plan>*. Our special guest leaders were _____ and _____, who _____ *<praise the contributions!>*.

For our next den meeting on _____ day, _____, 20__ at _____, we will be working on these achievements or electives from your son's *Bear Handbook*: _____ *<copy applicable summary from the meeting plan>*. To help prepare, please have your son complete the _____ which he received at the den meeting (if you need another, please let me know) or review those requirements in your son's Bear Handbook. Our special guest leaders planning to assist at that meeting are _____ and _____.

If you would like to assist at this or another meeting, please let me know! Our summary of the den meeting dates, plans and rank requirements to be covered is set forth below.

We have a pack meeting on _____ day, _____, 20__ at _____. The current program for that event is as follows: _____. Our den will _____.

We also have an upcoming pack outing on _____ day, _____, 20__ at _____, where we will _____. Please sign up for that event by contacting _____ or _____.

<NOTE: These concepts, and the list below the meeting dates, could be given all at once, or when needed (or both)> Finally, let me give two advancement reminders. First, to earn the Bear badge, your son doesn't have to do EVERYTHING in the book. To earn Bear, he has to complete 12 achievements out of a possible 24 (this is VERY different from Wolf and Tiger), but you have to get the right number from four areas: God (1 of 1 through 2), Country (3 of 4 through 7), Family (4 of 8 through 13), and Self (4 of 14 through 24). We're doing some of the more interesting and challenging ones in our den meeting, but the good news is that the program is flexible.

Second, let me remind that there are a number of achievements from your son's handbook that must be completed by you at home, and you—as "Akela," a leader—should review those with your son, and sign off in the handbook when it is complete. A list is provided below for your convenience. Some of these (like requirements related to faith) are clearly family matters, many of these are part of what you will do anyway as you raise your son, and others you will be glad to have (like doing chores around the house)!

Thank you for your help in leading all of our great Scouts.

_____, den leader [*NOTE: Or assistant DL, if the ADL does this*]

Phone Numbers: _____

E-Mail Address: _____

Upcoming Dates and Meetings [*Note: Be sure to adjust as you change the sequence or requirements covered*]:



Date	Den Meeting Plan	Rank Requirements/Electives to Be Covered
//_	1: Bobcat, The Past Is Exciting and Important, and Building Muscles	Bobcat 1–8. Achievements 3b, 8c, 8d, 8g, and 16a
//_	2: What Makes America Special? and The Past Is Exciting and Important	Bobcat 8. Achievements 3a, 3b, 3d, 3j, 8b, 8d, and 8e
//_	3: Ride Right	Achievements 3b, 14a–c, 14e–f, and 16a.
//_	4: Law Enforcement Is a Big Job	Achievements 1a, 1b, 7a–f
//_	5: Ways We Worship, Law Enforcement Is a Big Job, and Sawdust and Nails	Achievements 1a, 1b, 7c–e, and 20a–c
//_	6: Sawdust and Nails and Games, Games, Games!	Achievements 15a, 20b, and 20c
//_	7: What’s Cooking?	Achievement 9a–e
//_	8: Be Ready	Achievements 9c, 11a–e, and 11g
//_	9: Building Muscles and Games, Games, Games!	Achievements 11e, 13a–g, 15b, and 16a–c
//_	10: Saving Well, Spending Well and Games, Games, Games!	Achievements 6a, 13a–g, 15a–c
//_	11: The Past Is Exciting and Important and Information, Please	Achievements 6a, 8a, and 17a–d
//_	12 and 13: Sharing Your World With Wildlife	Achievements 5a–e, 6d–f, 17a, and 17d. Wildlife Conservation belt loop optional
//_	14: Take Care of Your Planet	Achievements 5d and 6a–g
//_	15: Build a Model (pinewood derby car construction, part 1)	Achievement 21a
//_	16: Build a Model (pinewood derby car construction, part 2)	Achievement 21a
	Supplemental Meeting A: Maps	Elective 23a–e
	B: Shavings and Chips	Achievement 19a–d
	C: Tying It All Up	Achievement 22a–e
	D: Build a Model	Achievement 21f and 21g
	E: Magic!	Elective 13
	F: Jot It Down	Elective 18a, 18d, 18e, 18g, 18h
	G: Nature Crafts	Elective 12a
	H: Space	Elective 1c. Astronomy belt loop
	I: Space	Elective 1b, 1e, and 1f
	J: Landscaping	Elective 14
	K: Farm Animals	Elective 16
	L: Swimming	Elective 19. Swimming belt loop
	M: Boats	Elective 5
	N: American Indian Life	Elective 24
	O: Build a Model	Achievement 21e
	P: Family Fun	Achievement 10a
	Q: Family Outdoor Adventure	Achievement 12b. Hiking belt loop



R: Let's Go Camping

Elective 25a

S: Tall Tales

Achievement 4

Bear “At Home” Achievements: Here are the achievements from your son’s handbook that must be completed by you, at home, where you—as “Akela,” a Leader—should review that with your son, and sign off in the handbook when it is complete (these will be assigned at the right time, as in many cases they will tie into meeting plans):

- ▶ **Bobcat 8:** Complete the exercises in the parent’s guide, *How to Protect Your Children From Child Abuse: A Parent’s Guide*.
- ▶ **Achievement 1: Ways We Worship**
 - **Achievement 1a:** Complete the Character Connection for Faith
 - **Know:** Name some people in history who have shown great faith. Discuss with an adult how faith has been important at a particular point in his or her life.
 - **Commit:** Discuss with an adult how having faith and hope will help you in your life, and also discuss some ways that you can strengthen your faith.
 - **Practice:** Practice your faith as you are taught in your home, church, synagogue, mosque, or religious fellowship.
 - **Achievement 1b:** Make a list of things you can do this week to practice your religion as you are taught in your home, church, synagogue, mosque, or other religious community. Check them off your list as you complete them.
- ▶ **Achievement 3b:** With the help of parents, Cub Scouts should find out about two famous Americans.
- ▶ **Achievement 20: Sawdust and Nails:**
 - **Achievement 20c** (“Use at least two tools listed in requirement (a) to fix something.”)
- ▶ **Achievement 7: Law Enforcement:**
 - **Achievement 7c** (“Help with crime prevention for your home.”)
 - **Achievement 7d** (“Be sure you know where to get help in your neighborhood.”)
 - **Achievement 7e** (“Learn the phone numbers to use in an emergency. Post them by each phone in your home.”)
- ▶ **Achievement 8d:** Complete the family tree.
- ▶ **Achievement 9: What’s Cooking:**
 - **Achievement 9c** (“With an adult, prepare one part of your breakfast, one part of your lunch, and one part of your supper.”)
- ▶ **Achievement 11: Be Ready:**
 - **Achievement 11e** (“With your family, plan escape routes from your home and have a practice drill.”)
- ▶ **Achievement 13: Saving Well, Spending Well.** They must complete four of the seven available choices:
 - **Achievement 13a** Go grocery shopping with a parent or other adult member of your family.
 - **Achievement 13b** Set up a savings account.
 - **Achievement 13c** Keep a record of how you spend money for two weeks.
 - **Achievement 13d** Pretend you are shopping for a car for your family.
 - **Achievement 13e** Discuss family finances with a parent or guardian.
 - **Achievement 13f** Play a board game with your family that involves the use of play money.
 - **Achievement 13g** With an adult, figure out how much it costs for each person in your home to eat one meal.
- ▶ **Achievement 14g** (“Plan and take a family bike hike.”)
- ▶ **Achievement 17a** (“With an adult in your family, choose a TV show. Watch it together.”) See page 137 in the *Bear Handbook* for further discussion points.
- ▶ **Achievement 17d** (“Use a computer to get information. Write, spell-check, proofread, and print out a report on what you learned.”)